

**MINUTES OF THE CITY OF JONESTOWN PLANNING & ZONING COMMISSION  
REGULAR MEETING HELD NOVEMBER 4, 2020, 7:30 P.M., VIA VIDEO  
TELECONFERENCE**

Ann Yakimovicz, Chair (Place 1) Tony Macina, Vice Chair (Place 4)	Brenda Sies (Place 2) Stephan Ambrose (Place 3) Tom Grant (Place 5)	Melody Gayeski (Alternate 1) VACANT (Alternate 2)
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*This meeting was held via video teleconference and was closed to in-person attendance by the public per temporary suspension of the Open Meetings Act by Governor Greg Abbot, which allowed telephone or videoconference public meetings. These actions were taken to mitigate the spread of the COVID-19 virus by avoiding meetings that bring people into a group setting. Members of the public were allowed to submit written comments prior to the meeting and to participate remotely via Zoom Teleconferencing.*

**ITEMS OPENING MEETING:**

**1. CALL TO ORDER**

**CHAIR ANN YAKIMOVICZ**

Chair Yakimovicz called the meeting to order at 7:30 p.m.

**2. ROLL CALL**

**SECRETARY**

Present via audio/video conferencing: Chair Yakimovicz, Commissioners Macina, Grant, and Ambrose.

Absent: Commissioners Sies and Gayeski.

Staff present via audio/video conferencing: City Administrator Jones, Development Services Director Jolly.

**3. APPROVAL OF MINUTES**

October 7, 2020 regular meeting

A motion was made by Commissioner Grant and seconded by Commissioner Ambrose to approve the minutes of October 7, 2020. The motion passed unanimously.

**4. CITIZENS COMMUNICATION**

There were no citizen comments.

**GENERAL BUSINESS AND ACTION ITEMS:**

5. a. **PUBLIC HEARING** on a request by The Hollows on Lake Travis, LLC, in accordance with Chapter 14: Zoning Code, Sec. 14.02.146 (b) Amendments, of the City of Jonestown Code of Ordinances, for a zoning classification change from R-1 Single-family Residential District to GUI-Governmental, Utility and Institutional District, for property referred to as the "Water Treatment Tract", a 4.37 acre tract located in the J.F. Carlton Survey Number 102, Abstract No. 2511, in Travis County, Texas being a portion of a called 154.689 acre tract (Tract 9D) conveyed to The Hollows of Lake Travis, LLC, described in Document No. 2018024745.

Robert Long, the Project Manager for The Hollows on Lake Travis, LLC, briefly described the plans for this tract. Warren Wright with The Hollows Property Owners Association attended these public hearings. There being no others wishing to be heard regarding this request, Chair Yakimovicz closed the public hearing.

**b. Discussion and possible action on the above request by The Hollows on Lake Travis, LLC, in accordance with Chapter 14: Zoning Code, Sec. 14.02.146 (b) Amendments, of the City of Jonestown Code of Ordinances, for a zoning classification change from R-1 Single-family Residential District to GUI-Governmental, Utility and Institutional District, for property referred to as the "Water Treatment Tract", a 4.37 acre tract located in the J.F. Carlton Survey Number 102, Abstract No. 2511, in Travis County, Texas being a portion of a called 154.689 acre tract (Tract 9D) conveyed to The Hollows of Lake Travis, LLC, described in Document No. 2018024745.**

A motion was made by Commissioner Grant to recommend to Council approval of the zoning change request for property referred to as the Water Treatment Tract submitted by The Hollows of Lake Travis LLC. The motion was seconded by Commissioner Macina and passed unanimously.

6. **a. PUBLIC HEARING on a request by The Hollows on Lake Travis, LLC, in accordance with Chapter 14: Zoning Code, Sec. 14.02.146 (b) Amendments, of the City of Jonestown Code of Ordinances, for a zoning classification change from GUI-Governmental, Utility and Institutional District to R-1 Single-family Residential District, for property located in the Carlton PUD, Lot 1, Block E of The Bluffs, Jonestown, Texas.**

There were no citizen comments and Chair Yakimovicz closed the public hearing.

**b. Discussion and possible action on the above request by The Hollows on Lake Travis, LLC, in accordance with Chapter 14: Zoning Code, Sec. 14.02.146 (b) Amendments, of the City of Jonestown Code of Ordinances, for a zoning classification change from GUI-Governmental, Utility and Institutional District to R-1 Single-family Residential District, for property located in the Carlton PUD, Lot 1, Block E of The Bluffs, Jonestown, Texas.**

Commissioner Macina stated the R-1 zoning designation would be consistent with the surrounding properties. Commissioner Macina motioned to recommend to Council approval to rezone Lot 1, Block E of The Bluffs, Jonestown, Texas from GUI-Governmental, Utility and Institutional District to R-1 Single-family Residential District. Commissioner Grant seconded the motion. The motion passed unanimously.

7. **a. PUBLIC HEARING on a request by The Hollows on Lake Travis, LLC, in accordance with Chapter 14: Zoning Code, Sec. 14.02.146(b) Amendments, of the City of Jonestown Code of Ordinances, for a zoning classification change from R-1**



**Single-family Residential District to GUI-Governmental, Utility and Institutional District, for a propane tank site to be operated by Meritum Energy serving homes in The Hollows Sanctuary, on a 0.59 acre tract located in the Carlton PUD, in Jonestown, Texas, being a portion of a called 154.689 acre tract (Tract 9D) conveyed to The Hollows on Lake Travis, LLC., described in Document No. 2018024745, Official Public Records Travis County.**

Robert Long, Project Manager, stated the propane tank site would be situated near the proposed Water Treatment Tract and the agreement would be with Meritum Energy to provide propane services to residences in The Hollows Sanctuary. The propane site would be buffered from Destination Way. Warren Wright added the Hollows POA had no issues with this tract being approved. There were no others wishing to be heard and Chair Yakimovicz closed the public hearing.

**b. Discussion and possible action on an ordinance of the City of Jonestown amending Chapter 14 of the Jonestown Code of Ordinances, to delete certain provisions related to Conditional Use Permits for short-term rental properties, and to add a new section 14.02.0771 to establish an Overlay Zoning District for the purpose of authorizing short-term rentals therein with applicable corridor regulations; updating the city's zoning map.**

Commissioner Macina noted the 0.03 acre tract prepared for easement purposes was not included with this request. A motion was made by Commissioner Macina to recommend to Council approval to rezone the 0.59 acre tract to GUI for a propane site to be operated by Meritum Energy. Commissioner Ambrose seconded the motion, and the motion passed unanimously.

**8. Discussion of performance standards for B-1 Business-Light Commercial and B-2 Business-General Commercial zoning districts.**

City Administrator Jones recommended that new subsections for performance standards be added to the Chapter 14 Zoning Ordinances, Sec. 14.02.072 "B-1" Business-light commercial district and Sec. 14.02.073 for "B-2" Business-general commercial district, similar to the performance standards for "I-1" Light industrial district. Chair Yakimovicz agreed as there are no buffers between the residential district and business districts. Commissioners requested City staff to prepare the ordinance changes and schedule the public hearings for next month.

**9. Update from the Alternative Housing Committee chaired by Commissioner Tom Grant.**

Commissioner Grant reported this committee is meeting weekly via Zoom, focusing on the inquiries regarding alternative housing received by the City's Development Services staff. The committee heard from a local builder about the challenges of building smaller affordable housing and from an entrepreneur interested in smaller cabin type structures for his hotel business model. The next meeting is scheduled November 18, 2020.

**10. Update from staff on current department activities.**

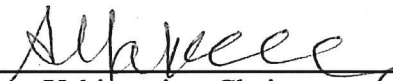
Development Services Director Jolly reported on departmental activities, including review of ordinances and code enforcement progress. City staff has met with the City Attorneys to discuss procedures for annexations, condemnation of substandard structures, and other development issues. City Administrator Jones commented on meetings held with potential developers interested in Jonestown.

**ADJOURNMENT**

Commissioner Grant moved to adjourn the meeting, seconded by Commissioner Macina. The motion carried unanimously. Chair Yakimovicz adjourned the meeting at 8:15 p.m.

**PASSED AND APPROVED AT A MEETING HELD ON DECEMBER 2, 2020.**



  
Ann Yakimovicz, Chair

**ATTEST:**

  
Rachel Austin, City Secretary